

Review Staff: 75/2525

Date 19 August 1975

TO : CIA Task Force  
FROM : The Review Staff,   
SUBJECT : SSC/HSC Request

STAT

RECEIVED: Date \_\_\_\_\_ Time \_\_\_\_\_

We are trying to set up procedures with the HSC governing inter-views with employees. This will be difficult as the HSC insists on maintaining a wider chasm between legislature and executive than the SSC; HSC will not allow CIA representatives to accompany the inter-viewee unless the latter requests an adviser (semantics and cosmetics); most interviews will be taking place in HSC premises, because different staffers will be dropping for different parts of the interview. However, I believe we can accommodate most of this without sacrificing any principle.

Meanwhile Committee Staffers are contacting employees to arrange appointments. Until we can get some other ground rules established, please remind everyone:

1. To advise the HSC staffer that they should first contact me.
2. Employees should also contact me promptly.
3. Home offices should have someone senior available to accompany any employee during the interview, "at his request."
4. A brief memo for the record should be written on the highpoints of the interview.

	Action	Info
SC/DCI		✓
A/DDA	✓	
A/DDI	✓	
A/DDO	✓	
A/DDS&T	✓	
OGC	✓	
OLC	✓	
IG	✓	
IC		✓

Please be sure to contact your detailees as well as staffers working in your immediate area.

I will make every effort to reassure employees and to advise them of the probable subjects to be discussed. I will appreciate you doing the same, since some of these requests may come as a shock.